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| S:\Communications\Logos and photos\SDBORLogos\final_sdbor_webreadyBW_trans.gif | **SOUTH DAKOTA BOARD OF REGENTS**ACADEMIC AFFAIRS FORMS |
| Minor Program Modification |
|  |  |

Use this form to request minor changes in existing programs (majors, minors, certificates, or specializations). The university Vice President for Academic Affairs approves minor program modifications and they are included in the Annual Minor Program Modification Summary form.

|  |  |
| --- | --- |
| **UNIVERSITY:** | **DSU** |
| **PROGRAM TITLE:** | **Health Care Coding Certificate** |
| **CIP CODE:** |  |
| **UNIVERSITY DEPARTMENT:** | **Health Information Management** |
| **UNIVERSITY DIVISION:** | **College of Business and Information Systems** |

**University Approval**

*To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.*

|  |  |  |
| --- | --- | --- |
|  C:\Users\slaughts\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Dr. McKay Signature.jpg |  | Click here to enter a date. |
| Vice President of Academic Affairs or President of the University |  | Date |

|  |
| --- |
|  |

1. **This modification addresses a change in (*place an “X” in the appropriate box*):**

|  |  |
| --- | --- |
|[x]  Course *deletions* that do not change the nature of the program, or distribution of courses in the program, or change of total credit hours required |[x]  Course *additions* that do not change the nature of the program, or distribution of courses in the program, or change of total credit hours required |
|  |  |  |  |
|[ ]  Revised courses in the program. |  |  |

1. **Effective date of change: Fall 2018**
2. **Program Degree Level (*place an “X” in the appropriate box*):**

|  |  |  |  |
| --- | --- | --- | --- |
| Associate |[ ]  Bachelor’s |[ ]  Master’s |[ ]  Doctoral |[ ]

1. **Category (*place an “X” in the appropriate box*):**

|  |  |  |  |
| --- | --- | --- | --- |
| Certificate |[x]  Specialization |[ ]  Minor |[ ]  Major |[ ]

1. **Primary Aspects of the Modification (*add lines or adjust cell size as needed*):**

|  |  |
| --- | --- |
| *Existing Curriculum* | *Proposed Curriculum (highlight changes)* |
| **Pref.** | **Num.** | **Title** | **Cr.****Hrs.** |  | **Pref.** | **Num.** | **Title** | **Cr. Hrs.** |
| BIOL | 101 OR 151 | Biology SurveyGeneral Biology | 34 |  | BIOL | 101 OR 151 | Biology SurveyGeneral Biology | 34 |
| BIOL | 323OR221325 | Human Anatomy and Physio ORHuman Anatomy ANDPhysiology | 444 |  | BIOL | 323OR221325 | Human Anatomy and Physio ORHuman Anatomy ANDPhysiology | 444 |
| CSC | 105 | Introduction to Computers | 3 |  | CSC | 105 | Introduction to Computers | 3 |
| HIM | 101 | Health Information Management Profession | 1 |  | HIM | 101 | Health Information Management Profession | 1 |
| HIM | 130 | Basic Medical Terminology | 2 |  | HIM | 130 | Basic Medical Terminology | 2 |
| HIM | 150 | Introduction to Health Information Management | 3-4 |  | HIM | 150 | Introduction to Health Information Management | 3-4 |
| HIM | 170 | Legal Aspects of Health Information Management | 3 |  | HIM | 170 | Legal Aspects of Health Information Management | 3 |
| HIM | 180 | Fundamentals of Disease and Diagnosis Coding I | 4 |  | HIM | 180 | Fundamentals of Disease and Diagnosis Coding I | 4 |
| HIM | 225 | Introduction to Healthcare Information Systems | 3 |  | HIM | 225 | Introduction to Healthcare Information Systems | 3 |
| HIM | 240 | Fundamentals of Disease and Diagnosis Coding II | 4 |  | HIM | 240 | Fundamentals of Disease and Diagnosis Coding II | 4 |
| HIM | 262 | Healthcare Procedure Coding Systems | 3 |  | HIM | 262 | Healthcare Procedure Coding Systems | 3 |
| HIM | 264 | Revenue Cycle Management | 1 |  | HIM | 264 | Revenue Cycle Management | 1 |
| ~~HIM~~ | ~~283~~ | ~~Healthcare Coding Experience~~ | ~~1~~ |  |  |  |  |  |
|  |  |  |  |  | **HIM** | **286** | **Supervised Professional Practice** | **1** |
|  |  | Total Hours Required | 35 -36 |  |  |  | Total Hours Required | 35 -37 |

1. **Explanation of the Change:**

Students in the coding certificate program will not experience a change, other than course title. Students enrolled in both the coding certificate program and the HIM associates or bachelor’s degree will have a one-week reduction in supervised professional practice experience requirements since HIM 286 meets a requirement for all programs. They will still complete the required number of supervised professional practice experiences.